Job Shadowing

Alternative Exercise

Job Shadowing Alternative Assignment

Three page essay about a career of your choice. Please document the essay MLA Style. Use a variety of sources the following sources: 1 Book, 2 Magazines, 2 Web sites, and 1 Personal interview ESPCO too!

Questions to answer in the essay include:

1. What is the primary function/purpose of this company?
2. What are the responsibilities of the department you are interested in department?
3. What are the responsibilities of the position you are interested in?
4. How does the job relate to the overall organization?
5. What kind of concerns do people in this position have working with other people? What types of interactions do they have with people? What interpersonal skills are valuable in working with others?
6. Are computers used on the job? If so, in what capacity?
7. What type of education and/or training does one need to do this job? What type of education/training has the person you interview had? What other steps, if any, were necessary to get this job? What, if anything, would the person you interview have done differently?
8. How did the person you interview decide to do this type of work?
9. What do you see as the demand for jobs like this in the future?
10. What do you think you would like most about this job?
11. What do you think you would like least about this job?
12. What is the salary range for someone working in this field? (What is a typical starting salary?)
13. What advice did the person you interview have for you as you consider career options?
14. Student generated question(s) or anything else that you find interesting.
15. Indicate how each of the following skills would be used on the job you are interested in:
    1. Organizing
    2. Planning
    3. Reading
    4. Writing
    5. Math
    6. Science
    7. Art
    8. Listening
    9. Speaking
    10. Making decisions
    11. Thinking creatively
    12. Analyzing problems
    13. Using technology
    14. Cooperating with others
    15. Serving customers
16. Signature, please be sure that the person you interview signs your essay and has a phone number I can use to confirm the interview.